# THE UNIVERSITY OF WISCONSIN-MILWAUKEE College of Engineering and Applied Science

#### FACULTY MEETING

Friday, November 18, 2016 1:30 P.M. EMS E180

#### AGENDA

- I. ANNOUNCEMENTS
- II. INFORMAL REPORTS See Attachment 1
  - A. Opportunity for questions regarding Informal Reports

#### **III. AUTOMATIC CONSENT BUSINESS**

- A. Course Modifications See Attachment 2
- C. Computer Engineering Curriculum Revisions See Attachment 3
- B. Minutes of the October 28, 2016 Meeting

#### **IV. NEW BUSINESS**

A. Notice of Intent for B.S. in Environmental Engineering – See Attachment 4

#### V. COMMITTEE OF THE WHOLE DISCUSSION

- A. Vice Provost Mark Harris Ranking Metrics
- B. Expectations of Department Chairs See Attachment 5

#### VI. GENERAL GOOD AND WELFARE

#### VII. ADJOURNMENT

John R. Reisel, Secretary CEAS Faculty

JRR Attachments

#### **INFORMAL REPORTS**

#### Office of Student Services - Todd Johnson

On the following pages there are three enrollment reports: Fall 2015 Headcount, Fall 2016 Headcount, and Fall 2015 vs. 2016 Credits.

For Fall 2016, CEAS was 1.8% up in headcount but 1.8% down in credits. Most of the drop in credits is due to the loss of senior level undergraduate international students. The Brazilian government ended a study abroad program that sent us 40 students last year. Also we had a cohort of 20 Chinese students from North China Electrical Power University (NCEPU) graduate this past year. NCEPU did not send a big cohort for Fall 2016.

Here are some CEAS enrollment highlights for Fall 2016:

Total Enrollment: 2,215
Undergraduate Degree: 1,766
Undergraduate Special: 9
Masters 221
Doctoral 205
Graduate Non Degree 14

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Table 1: Enrollment Facts At A Glance College of Engineering and Applied Science

Fall 2015

|      | _                  |       |       | _     |           |               |                 | _                   |             |          |               |                       |                   |            |               |            |                           |       | _       |             |             |               | _   |                          |                   |            |         |              |       |                 | _         |           |
|------|--------------------|-------|-------|-------|-----------|---------------|-----------------|---------------------|-------------|----------|---------------|-----------------------|-------------------|------------|---------------|------------|---------------------------|-------|---------|-------------|-------------|---------------|-----|--------------------------|-------------------|------------|---------|--------------|-------|-----------------|-----------|-----------|
| GRAD | Total              | 447   | 333   | 114   | 170       | 276           | ~               | 4                   |             | 2        | _             | 10                    | 17                | 21         | 276           | _          | ~                         | 127   | 4       | 29.3        | 258         | 89            | 104 | 0                        |                   | 337        | 9       | 42           | 330   | 6.8             | 204       | 243       |
|      | Non Degree         | 14    | 12    | 7     | 10        | 4             |                 | _                   |             |          |               | 0                     | က                 | _          | 4             |            |                           | 9     |         | 29.2        | 00          | 7             | 10  | 0                        |                   | 4          |         | 4            | 7     | 5.8             | က         | 7         |
|      | Doctoral           | 201   | 145   | 56    | 44        | 157           |                 | 2                   |             |          |               |                       | 2                 | 80         | 155           | _          |                           | 33    | 2       | 31.8        | 140         | 52            | 19  | 0                        |                   | 179        | က       | 7            | 181   | 6.3             | 75        | 126       |
|      | Master             | 232   | 176   | 99    | 116       | 115           | _               | _                   |             | 2        | _             | 00                    | 12                | 12         | 117           |            | _                         | 88    | 2       | 27.1        | 110         | 35            | 75  | 0                        |                   | 154        | က       | 27           | 142   | 7.3             | 126       | 106       |
| UGRD | Total              | 1,728 | 1,515 | 213   | 1,414     | 288           | 26              | 43                  | လ           | 38       | 48            | 108                   | 240               | 20         | 191           |            | 19                        | 1,226 | 2       | 22.7        | 321         | 28            | 209 | 515                      | 142               | 1,349      | 28      | 13           | 1,578 | 13.7            | 1,542     | 186       |
|      | Special            | 4     | 19    | 22    | 2         | 39            |                 |                     |             |          | _             |                       | ~                 | ~          | 38            |            |                           | ~     |         | 21.7        | ~           | က             |     | 0                        | 33                | 7          | ~       |              | 34    | 12.5            | 38        | က         |
|      | Senior             | 807   | 720   | 87    | 629       | 113           | 15              | 21                  | _           | 22       | 26            | 33                    | 103               | 24         | 71            |            | 7                         | 009   | 7       | 24.9        | 249         | 21            |     | 246                      | 21                | 774        | 12      | ∞            | 722   | 13.4            | 687       | 120       |
|      | Junior             | 343   | 309   | 34    | 275       | 65            | 3               | 10                  |             | 7        | 7             | 24                    | 52                | 9          | 44            |            | 3                         | 238   |         | 22.3        | 49          | 3             |     | 101                      | 48                | 289        | 9       | 4            | 312   | 13.6            | 305       | 38        |
|      | Sophomore          | 304   | 273   | 31    | 258       | 4             | 5               | 7                   | 2           | 2        | 80            | 26                    | 45                | 12         | 28            |            | 5                         | 214   |         | 20.5        | 20          | ~             | 6   | 101                      | 37                | 251        | 7       | ~            | 285   | 14.0            | 283       | 21        |
|      |                    | 233   | 194   | 39    | 200       | 30            | က               | 2                   |             | 7        | 2             | 25                    | 39                | 7          | 10            |            | 4                         | 173   |         | 18.3        | 2           |               | 200 | 29                       | 3                 | 28         | 2       |              | 225   | 14.5            | 229       | 4         |
|      | UWM Total Freshman | 2,175 | 1,848 | 327   | 1,584     | 564           | 27              | 47                  | က           | 40       | 49            | 118                   | 257               | 7.1        | 467           | ~          | 20                        | 1,353 | 9       | 24.0        | 213         | 117           | 313 | 515                      | 142               | 1,686      | 34      | 52           | 1,907 | 12.3            | 1,746     | 429       |
|      |                    | Total | Men   | Women | Residents | Non Residents | Minnesota Recip | <b>African Amer</b> | Amer Indian | Latino/a | SE Asian Amer | Multi Ethnic Targeted | Targeted Subtotal | Asian Amer | International | Other Race | Multi Ethnic Not Targeted | White | Unknown | Average Age | Age 25+ Men | Age 25+ Women | New | First Generation Student | Advanced Standing | Continuing | Reentry | Evening Only | FTE   | Average Credits | Full Time | Part Time |

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Table 1: Enrollment Facts At A Glance College of Engineering and Applied Science

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| GRAD | Total              | 440   | 326   | 114   | 153       | 286           | _               | 9            |             | က        | _             | 9                     | 16                | 22         | 287           | _          | 2                         | 108   | 4       | 29.4        | 253         | 85            | 109 | 0                        |                   | 324        | 7       | 38           | 337   | 7.0             | 200       | 240         |
|------|--------------------|-------|-------|-------|-----------|---------------|-----------------|--------------|-------------|----------|---------------|-----------------------|-------------------|------------|---------------|------------|---------------------------|-------|---------|-------------|-------------|---------------|-----|--------------------------|-------------------|------------|---------|--------------|-------|-----------------|-----------|-------------|
|      | Non Degree         | 14    | 14    |       |           | က             |                 | _            |             |          |               | _                     | 0                 | _          | 7             |            |                           | 0     |         | 35.6        | 13          |               |     | 0                        |                   | က          |         | 5            | 9     | 5.3             | က         | <del></del> |
|      | Doctoral           | 205   | 155   | 20    | 47        | 158           |                 | 3            |             | _        | _             |                       | 5                 | 9          | 155           | _          |                           | 36    | 2       | 31.9        | 145         | 49            | 27  | 0                        |                   | 173        | 2       | 2            | 192   | 9.9             | 74        | 131         |
|      | Master             | 221   | 157   | 64    | 95        | 125           | _               | 2            |             | 2        |               | 5                     | <b>ග</b>          | 15         | 130           |            | 2                         | 63    | 2       | 26.7        | 95          | 36            | 71  | 0                        |                   | 148        | 7       | 28           | 139   | 7.6             | 123       | 98          |
| UGRD | Total              | 1,775 | 1,563 | 212   | 1,471     | 282           | 22              | 48           | 2           | 44       | 45            | 121                   | 260               | 65         | 162           |            | 25                        | 1,260 | က       | 22.6        | 347         | 30            | 207 | 537                      | 143               | 1,396      | 29      | 10           | 1,605 | 13.6            | 1,565     | 210         |
|      | Special            | 6     | 7     | 2     | ~         | 80            |                 |              |             |          | ~             |                       | _                 |            | 80            |            |                           |       |         | 21.6        |             | ~             |     | 0                        | ∞                 | ~          |         |              | ∞     | 12.6            | ∞         | ~           |
|      | Senior             | 833   | 747   | 86    | 969       | 127           | 10              | 27           |             | 21       | 29            | 40                    | 117               | 28         | 77            |            | 9                         | 604   | ~       | 24.8        | 277         | 23            |     | 247                      | 32                | 786        | 15      | ∞            | 721   | 13.0            | 694       | 139         |
|      | Junior             | 343   | 306   | 37    | 286       | 54            | 3               | 7            | 2           | 6        | 80            | 30                    | 99                | 18         | 27            |            | 2                         | 237   |         | 22.0        | 42          | က             |     | 111                      | 36                | 301        | 9       | ~            | 310   | 13.6            | 301       | 42          |
|      | Sophomore          | 362   | 305   | 22    | 299       | 29            | 4               | 6            |             | 7        | 3             | 29                    | 48                | 4          | 36            |            | 7                         | 256   | ~       | 20.6        | 23          | 3             | 7   | 118                      | 61                | 286        | 4       | ~            | 343   | 14.2            | 339       | 23          |
|      |                    | 228   | 198   | 30    | 189       | 34            | 2               | 2            |             | 7        | 4             | 22                    | 38                | 2          | 14            |            | 7                         | 163   | _       | 18.5        | 2           |               | 196 | 61                       | 9                 | 22         | 4       |              | 224   | 14.7            | 223       | 2           |
|      | UWM Total Freshman | 2,215 | 1,889 | 326   | 1,624     | 268           | 23              | 54           | 2           | 47       | 46            | 127                   | 276               | 87         | 449           | ~          | 27                        | 1,368 | _       | 23.9        | 009         | 115           | 316 | 537                      | 143               | 1,720      | 36      | 48           | 1,943 | 12.3            | 1,765     | 450         |
|      |                    | Total | Men   | Women | Residents | Non Residents | Minnesota Recip | African Amer | Amer Indian | Latino/a | SE Asian Amer | Multi Ethnic Targeted | Targeted Subtotal | Asian Amer | International | Other Race | Multi Ethnic Not Targeted | White | Unknown | Average Age | Age 25+ Men | Age 25+ Women | New | First Generation Student | Advanced Standing | Continuing | Reentry | Evening Only | FTE   | Average Credits | Full Time | Part Time   |

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## **Comparison of Enrollments to Date**

Student Limits Set: Course Limits Set:

|        |               |                 | Fall    | 2016      |                     |                                      |
|--------|---------------|-----------------|---------|-----------|---------------------|--------------------------------------|
|        |               |                 | October | 17, 2016  |                     |                                      |
|        | Prior Year To | Current Year To | Differ- | % Differ- | Prior Year<br>Final | Ratio: Prior Year<br>To Date / Final |
|        | Date Credits  | Date Credits    | ence    | ence      | Credits             | Credits                              |
| SARUP  | 6,268         | 6,031           | -237    | -3.8%     | 6,268               | 100.0%                               |
| PSOA   | 23,727        | 23,238          | -489    | -2.1%     | 23,727              | 100.0%                               |
| LSB    | 36,047        | 35,965          | -82     | -0.2%     | 36,047              | 100.0%                               |
| SOE    | 18,504        | 17,279          | -1,225  | -6.6%     | 18,504              | 100.0%                               |
| CEAS   | 20,208        | 19,853          | -355    | -1.8%     | 20,208              | 100.0%                               |
| SFS    | 362           | 280             | -82     | -22.7%    | 362                 | 100.0%                               |
| CHS    | 20,573        | 19,635          | -938    | -4.6%     | 20,573              | 100.0%                               |
| SOIS   | 6,416         | 6,459           | 43      | 0.7%      | 6,416               | 100.0%                               |
| L&S    | 161,026       | 154,072         | -6,954  | -4.3%     | 161,026             | 100.0%                               |
| NURS   | 11,997        | 12,728          | 731     | 6.1%      | 11,997              | 100.0%                               |
| SPH    | 1,098         | 1,008           | -90     | -8.2%     | 1,098               | 100.0%                               |
| SW     | 10,033        | 9,851           | -182    | -1.8%     | 10,033              | 100.0%                               |
| GLBL   | 753           | 537             | -216    | -28.7%    | 753                 | 100.0%                               |
| Tot al | 317,012       | 306,936         | -10,076 | -3.2%     | 317,012             | 100.0%                               |

Source: Institutional Research 11/07/2016 Enrollments to Date Report <u>Career Services</u> – Juli Pickering No Report

<u>Curriculum Committee</u> – Prof. Church No Report

<u>Graduate Program Subcommittee</u> – Prof. Lopez No Report

#### Academic Planning Committee - Prof. Misra

- 1) APC endorsed the revised proposal for establishing of Institute of Physical Infrastructure & Transportation.
- 2) The committee approved the revised proposal from the CEE for "Intent to Plan for BSE degree program in Environmental Engineering".
- 3) Assistant Dean Klajbor made a presentation on the status of the budget and potential reductions in expenditures.
- 4) Dean Peters presented brief reports on the centers, and the marketing efforts of CEAS. APC reviewed the status of enrollment, retention, graduation rate, research output of the CEAS for developing of the assessment process of programs.
- 5) The committee continues to explore ways to establish the program assessment metrics.

<u>Biomedical and Health Informatics</u> – Prof. McRoy No Report

Graduate Faculty Committee - Prof. Hosseini

Workload Policy

UWM Research Policy Committee (RPC) that reports to GFC, met on November 8, 2016 and discussed faculty Workload Policy in the context of conducting appropriate level of research. The discussion will continue in future meetings.

Next GFC meeting is scheduled for November 14, 2016.

Faculty Senate - Prof. Reisel

The Faculty Senate meets on November 17, and a report on their actions that day will be provided in the minutes.

#### **COURSE CHANGES**

IND ENG 367 (467)

INTRODUCTORY STATISTICS FOR PHYSICAL SCIENCES AND ENGINEERING STUDENTS, 3 cr., U

Concepts of probability and statistics; probability distributions of engineering applications; sampling distributions; hypothesis testing; parameter estimation; regression analysis.

Prereq: B- or better in Math 211(P) or B- or better in Math 213(P) or C or better in Math 221(P) or C or better in Math 231(P).

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IND ENG 467

INTRODUCTORY STATISTICS FOR PHYSICAL SCIENCES AND ENGINEERING STUDENTS. 3 cr., U/G

Concepts of probability and statistics; probability distributions of engineering applications; sampling distributions; hypothesis testing; parameter estimation; regression analysis. Not open for cr for Math majors or students with cr in MthStat 362 or 465. IndEng 467 & MthStat 467 are jointly offered & count as repeats of one another.

Prereq: jr st; Math 233(P).

#### Computer Engineering – Program Revision

#### Summary:

1) Change the status of EE 335 Electronics II from a required Major course to a Group A Technical Elective course.

Thus, delete it from list of required Major courses and add it to the Group A Technical Elective list of courses.

2) Change the Status of CS 469 Introduction to Computer Security from a Group A Technical Elective to a required Major course.

Thus, delete it from Group A Technical Elective list of courses and add it to the list of required Major courses.

#### Justification / Rationale:

Computer Engr program follows our National/International Curriculum guidelines called ACM/IEEE curriculum guidelines 2016 which at large it represents academic and industry recommendation for courses of the program.

The changes are consistent with new recommendation.

# **University of Wisconsin – Milwaukee**

College of Engineering and Applied Science

# New COMPUTER ENGINEERING CURRICULUM

The typical number of credits required to complete the Bachelor of Science in Engineering with a major in Computer Engineering is 126 credits. Students who need background preparation courses may need additional credits. See information below regarding placement examinations.

| <b>Engineering Core</b> | Courses (12-13 credits)                                       | Credits | Prerequisite               |
|-------------------------|---|---------|----------------------------|
| CompSci 250             | Introductory Computer Programming                             | 3       | Math 116 or 211            |
| EAS 200                 | Professional Seminar  | 1       | None                       |
| ElecEng 301             | Electrical Circuits I   | 3       | Physic 210(C)              |
| Ind Eng 467             | Intro. Statistics for Physical Science & Engineering Students | 3       | Jr St, Math 233            |
| MechEng 101             | Computational Tools for Engineers                             | 2       | Math 221(C) or 231(C)      |
| or                      |   |         |                            |
| CompSci 240             | Introduction to Engineering Programming                       | 3       | Math Placement or Math 116 |

| ^Computer Engir | neering Major <mark>(54 credits)</mark> |   |   |
|-----------------|---|---|---|
| CompSci 251     | Intermediate Computer Programming       | 3 | CompSci 250*, Math Placement or Math 116 or 211 |
| CompSci 317     | Discrete Information Structures         | 3 | CompSci 250*, Math 221*, 226* or 231*           |
| CompSci 337     | Systems Programming                     | 3 | CompSci 251*                                    |
| CompSci 351     | Data Structures & Algorithms            | 3 | CompSci 251*, Math Placement or Math 116 or 211 |
| CompSci 361     | Introduction to Software Engineering    | 3 | CompSci 351*, GER English                       |
| CompSci 395     | Social, Professional & Ethical Issues   | 3 | Soph St   |
| CompSci 458     | Computer Architecture                   | 3 | Jr St, CompSci 315 or ElecEng 367, 354          |
| CompSci 469     | Introduction to Computer Security       | 3 | Jr St, CompSci 251*, 317*                       |
| CompSci 520     | Computer Networks                       | 3 | Jr St, CompSci 315 or 458 or ElecEng 367        |
| CompSci 535     | Algorithm Design & Analysis             | 3 | Jr St, CompSci 317*, 351*                       |
| CompSci 537     | Introduction to Operating Systems       | 3 | Jr St, CompSci 337, CompSci 458 or ElecEng 458  |
| ElecÊng 305     | Electrical Circuits II                  | 4 | ElecEng 234, 301                                |
| ElecEng 310     | Signals & Systems                       | 3 | ElecEng 305(C)                                  |
| ElecEng 330     | Electronics I                           | 4 | ElecEng 305(C)                                  |
| ElecEng 354     | Digital Logic                           | 3 | CompSci 240 or 250                              |
| ElecEng 367     | Introduction to Microprocessors         | 4 | CompSci 240 or 250, ElecEng 354*                |
| ElecEng 457     | Digital Logic Laboratory                | 3 | Jr St, ElecEng 330, 354                         |

| ^^Mathematics (14 -       | 16 credits)                       |    | (16 credits typical: Math 231,232,233, ElecEng 234)              |
|---------------------------|-----------------------------------|----|--|
| One of the following Calc | ulus sequences must be completed: |    |  |
| Math 231-232-233          |                                   | 12 | Math placement score, or previous course with at least "C" grade |
| Or Math 221-222 (Honors   | )                                 | 10 |  |
| And ElecEng 234           | Analytical Methods in Engineering | 4  | Math 232*  |
|                           |                                   |    |  |

#### ^^Chemistry (5 - 10 credits)

One of the following sequences must be completed:

Chem 105 (5 cr., Suggested) or Chem 102 -104 (10 cr.)

Chem 105\* or Chem 100\* or Chemistry Placement; Math 105\* or 108\*

#### Physics (8 credits)

Physics 209 – 210 Physics 209: Math 232(C) Physics 210: Math 233(C)

#### **General Education Requirements**

Distribution Requirements (15 credits)

Art 3
Humanities 3
Social Science 3
Commun 105 Business & Professional Communication 3

English 310 Writing, Speaking & Technoscience in the 21st Century 3 English Competency

Cultural Diversity - One of the arts, humanities, or social science courses selected must also meet the UWM cultural diversity requirement.

Free Electives 0-2

Competency Requirements

#### ^^English Composition (0-6 credits)

The English Composition requirement is satisfied by:

- 1. Earning a satisfactory score on the English placement test **or**
- 2. Earning a grade of C or higher in English 102 or
- 3. Transferring with a grade of C or better in a course (3 credits or more) equivalent to English 102 or higher level expository writing course

#### Foreign Language (0-8 credits) (for new freshman starting fall 1999)

The foreign language requirement can be completed with one of these options:

- 1. Two years of a single foreign language in high school
- 2. Two semesters of a single foreign language in college
- 3. Demonstrate ability by examination

#### \*C or better in prerequisite

#### (C) Concurrent Enrollment in Designated Course

#### ^Advancement to Major Requirements

1. Complete a minimum of 24 required credits (Excludes: general education, prerequisite and orientation courses). 2. Complete Math 232 (or 222) with a "C" or better grade. 3. Complete EAS 200 Professional Seminar. 4. Complete the English composition requirement. 5. Obtain a minimum cumulative grade point in all courses in item 1 of a 2.33. Pre-Engineering students may apply for major status with their academic advisor at any time they believe they meet the requirements. Advancement to major is a graduation requirement. Programs may impose major status as a prerequisite for courses numbered 300 or above.

^^Placement Examinations: Students without previous college level credits in Math, Chemistry or English may be required to take placement exams. The results of these tests determine the appropriate course in which to register. Background prerequisite courses may be required in addition to the courses listed above.

#### **Technical Electives – Computer Engineering Major**

The Compute Engineering program requires a total of 16 credits of technical electives, chosen as follows.

| Group A Technic                 | cal Elective: Select 9 to 12 credits from the following list                    |                       |   |
|---------------------------------|---|-----------------------|---|
| All Electrical Eng              | ineering and Computer Science courses numbered 300-699 that are not e           | explicitly listed as  | Engineering Core, Computer Engineering Major, Group B Technical |
|                                 | C Technical Electives   | •                     |   |
| CompSci 315                     | Intro to Comp Organization & Assembly Language Programming                      | <u>Credits</u><br>3   | Prerequisites CompSci 250, Math 116 or 211                      |
| CompSci 417                     | Introduction to the Theory of Computation                                       | 3                     | Jr St, CompSci 317*, Math 221 or 232                            |
| CompSci 422                     | Introduction to Artificial Intelligence   | 3                     | Jr St, CompSci 317*, 351*                                       |
| CompSci 423                     | Introduction to Natural Language Processing                                     | 3 3                   | Jr St, CompSci 351*   |
| CompSci 425<br>CompSci 431      | Introduction to Data Mining Programming Languages Concepts                      | 3                     | Jr St, CompSci 251, Math 221 or 232<br>Jr St, CompSci 351*      |
| CompSci 438                     | Software Engineering Lab  | 1-3                   | Jr St, CompSci 251*   |
| CompSci 444                     | Intro to Text Retrieval & Its Applications in Biomedicine                       | 3                     | Jr St, CompSci 351 or HCA 442                                   |
| CompSci 459<br>CompSci 469      | Fundamentals of Computer Graphics Introduction to Computer Security             | 3 3                   | Jr St, CompSci 251, Math 232<br>Jr St, CompSci 251*, 317*       |
| CompSci 511                     | Symbolic Logic  | 3                     | Jr St, Phil 212 or 6cr 300 math                                 |
| CompSci 530                     | Computer Networks Laboratory  | 3                     | Jr St, CompSci 520  |
| CompSci 536<br>CompSci 552      | Software Engineering Advanced Object Oriented Programming                       | 3 3                   | Jr St, CompSci 251*<br>Jr St, CompSci 351*, 361*                |
| CompSci 557                     | Introduction to Database Systems  | 3                     | Jr St, CompSci 251, 315   |
| CompSci 654                     | Introduction to Compilers   | 4                     | Jr St, CompSci 431, 655(C)                                      |
| CompSci 655<br>CompSci 657      | Compiler Implementation Laboratory Topics in Computer Science                   | 3<br>1-4              | Jr St, CompSci 431, 654(C) or 754(C)<br>Variable                |
| CompSci 699                     | Independent Study   | 1-3                   | Variable  |
| ElecEng 335                     | Electronics II  | 4                     | ElecEng 310(C), 330   |
| ElecEng 361<br>ElecEng 362      | Electromagnetic Fields Electromechanical Energy Conversion                      | 3<br>3                | ElecEng 234, Math 233*, Physics 210<br>ElecEng 305, 361         |
| ElecEng 410                     | Principles of Discrete Systems & Digital Signal Processing                      | 3                     | Jr St, ElecEng 310  |
| ElecEng 420                     | Random Signals & Systems  | 3                     | Jr St, ElecEng 310  |
| ElecEng 421<br>ElecEng 429      | Communication Systems Wireless Communication Systems                            | 3 3                   | Jr St, ElecEng 335(C)<br>Jr St, ElecEng 234                     |
| ElecEng 436                     | Introduction of Medical Instrumentation   | 3                     | Jr St, ElecEng 305  |
| ElecEng 437                     | Introduction to Biomedical Imaging  | 3                     | Sr St, ElecEng 310  |
| ElecEng 438<br>ElecEng 451      | Bioanalytics & Biomedical Diagnostics<br>Introduction to VLSI Design            | 3 3                   | Sr St, ElecEng 310, 330<br>Jr St, ElecEng 330, 354              |
| ElecEng 461                     | Microwave Engineering   | 3                     | Jr St, ElecEng 350, 354  Jr St, ElecEng 361                     |
| ElecEng 462                     | Antenna Theory  | 3                     | Jr St, ElecEng 361  |
| ElecEng 464<br>ElecEng 465      | Fundamentals of Photonics<br>Broadband Optical networks                         | 3 3                   | Jr St, ElecEng 361<br>Jr St, ElecEng 305, 361                   |
| ElecEng 474                     | Introduction to Control Systems   | 4                     | Jr St, Civ Eng 202, CompSci 240, ElecEng 310                    |
| ElecEng 482                     | Introduction to Nanoelectronics   | 3                     | Jr St, ElecEng 330(C), 361(C)                                   |
| ElecEng 490<br>ElecEng 537      | Topics in Electrical Engineering Fundamentals of Neuroimaging Technology        | 1-3<br>3              | Jr St<br>Sr St, ElecEng 437                                     |
| ElecEng 537<br>ElecEng 539      | Introduction to Magnetic Resonance Imaging                                      | 3                     | Jr St, ElecEng 310, 361   |
| ElecEng 541                     | Integrated Circuits & Systems   | 3                     | Jr St, ElecEng 330  |
| ElecEng 561<br>ElecEng 562      | Microwave Solid State Circuit Design<br>Telecommunication Circuits              | 3 3                   | Sr St, ElecEng 330<br>Sr St, ElecEng 330                        |
| ElecEng 563                     | Compound Semiconductor Devices & Circuits                                       | 3                     | Sr St, ElecEng 335  |
| ElecEng 565                     | Optical Communication   | 3                     | Sr St, ElecEng 330, 361 or 465                                  |
| ElecEng 572<br>ElecEng 574      | Power Electronics<br>Intermediate Control Systems                               | 3 3                   | Sr St, ElecEng 335(C)<br>Sr St, ElecEng 474 or MechEng 474      |
| ElecEng 575                     | Analysis of Electric Machines & Motor Drives                                    | 3                     | Jr St, ElecEng 330, 362   |
| ElecEng 588                     | Fundamentals of Nanotechnology  | 3                     | Jr St, ElecEng 361  |
| ElecEng 699<br>Ind Eng 475      | Independent Study<br>Simulation Methodology                                     | 1-3<br>3              | Variable<br>CompSci 201(C), Ind Eng 467                         |
| Ind Eng 572                     | Reliability Engineering   | 3                     | Jr St, Ind Eng 467  |
| Croup R Tochnic                 | al Floativa. Chassa 4 gradite from the following list                           |                       | ·   |
|                                 | al Elective: Choose 4 credits from the following list                           | 4                     | 0.0.0.0.0.1.450.525.527   |
| CompSci 595<br>ElecEng 595      | Capstone Design Project Capstone Design Project                                 | 4<br>4                | Sr St, CompSci 361, 458, 535, 537<br>Sr St, ElecEng 335, 367    |
|                                 |   |                       | of ot, Electing 555, 567  |
| -                               | eal Electives: Select 0 to 3 credits from the following list                    |                       |   |
| Bio Sci 150<br>Bio Sci 152      | Foundations of Biology I<br>Foundations of Biology II                           | 4 4                   | Chem 100 or 102<br>C- or better in Bio Sci 150                  |
| Bus Adm 292                     | Intro to Entrepreneurship & Small Business Foundation                           | 3                     | Soph St   |
| Bus Adm 447                     | Entrepreneurship  | 3                     | Jr St, Bus Adm 350  |
| CompSci 481<br>CompSci 482      | Server-Side Internet Programming Rich Internet Applications                     | 3 3                   | CompSci 113(C), InfoSt 240(C), or Art 324(C)                    |
| CompSci 482<br>CompSci 581      | Web Languages & Standards   | 3                     | CompSci 361 or 481<br>Jr St, CompSci 417, 431                   |
| CompSci 658                     | Topics in Applied Computing   | 3                     | Variable  |
|                                 | ring Co-Op Work Period  | 3 <sup>1</sup><br>1-3 | Prior Cons Co-Op Dir  |
| EAS 497 Study At<br>ElecEng 471 | Electrical Power Systems  | 3                     | Acceptance to Study Abroad Program Jr St, ElecEng 362(C)        |
| ElecEng 472                     | Intro to Wind Energy  | 3                     | Jr St   |
| English 206                     | Technical Writing   | 3                     | GER English   |
| Ind Eng 360<br>MatlEng 201      | Engineering Economic Analysis Engineering Materials                             | 3<br>4                | Jr St<br>Chem 102 or 105  |
| MatlEng 481                     | Electronic Materials  | 3                     | Jr St, MatlEng 201  |
| MechEng 301                     | Basic Engineering Thermodynamics  | 3 4                   | Math 233, Physics 209   |
| MechEng 321<br>MechEng 542      | Basic Heat Transfer<br>Introduction to Technology Entrepreneurship              | 3                     | Jr St, MechEng 301<br>Jr St, Admission to Major                 |
| MechEng 543                     | Introduction to Technology Management & Innovation                              | 3                     | Jr St, Admission to Major                                       |
| 1Students who sam               | n <b>3 or more</b> credits of Co-Op may use 3 of those credits as approved tech | mical electives       |   |
|                                 | 1 7 11  |                       |   |
| *C or bottor in nu              | ropognicito (C) Congueront Ex   |                       | . 10  |

(C) Concurrent Enrollment in Designated Course

\*C or better in prerequisite

# **University of Wisconsin – Milwaukee**

College of Engineering and Applied Science

## Current COMPUTER ENGINEERING CURRICULUM

The typical number of credits required to complete the Bachelor of Science in Engineering with a major in Computer Engineering is 126 credits. Students who need background preparation courses may need additional credits. See information below regarding placement examinations.

| <b>Engineering Core C</b> | Courses (12-13 credits)                                       | Credits | Prerequisite               |
|---------------------------|---|---------|----------------------------|
| CompSci 250               | Introductory Computer Programming                             | 3       | Math 116 or 211            |
| EAS 200                   | Professional Seminar  | 1       | None                       |
| ElecEng 301               | Electrical Circuits I   | 3       | Physic 210(C)              |
| Ind Eng 467               | Intro. Statistics for Physical Science & Engineering Students | 3       | Jr St, Math 233            |
| MechEng 101               | Computational Tools for Engineers                             | 2       | Math 221(C) or 231(C)      |
| or                        |   |         |                            |
| CompSci 240               | Introduction to Engineering Programming                       | 3       | Math Placement or Math 116 |

| ^Computer Engir | neering Major (55 credits)            |   |   |
|-----------------|---------------------------------------|---|---|
| CompSci 251     | Intermediate Computer Programming     | 3 | CompSci 250*, Math Placement or Math 116 or 211 |
| CompSci 317     | Discrete Information Structures       | 3 | CompSci 250*, Math 221*, 226* or 231*           |
| CompSci 337     | Systems Programming                   | 3 | CompSci 251*                                    |
| CompSci 351     | Data Structures & Algorithms          | 3 | CompSci 251*, Math Placement or Math 116 or 211 |
| CompSci 361     | Introduction to Software Engineering  | 3 | CompSci 351*, GER English                       |
| CompSci 395     | Social, Professional & Ethical Issues | 3 | Soph St   |
| CompSci 458     | Computer Architecture                 | 3 | Jr St, CompSci 315 or ElecEng 367, 354          |
| CompSci 520     | Computer Networks                     | 3 | Jr St, CompSci 315 or 458 or ElecEng 367        |
| CompSci 535     | Algorithm Design & Analysis           | 3 | Jr St, CompSci 317*, 351*                       |
| CompSci 537     | Introduction to Operating Systems     | 3 | Jr St, CompSci 337, CompSci 458 or ElecEng 458  |
| ElecÊng 305     | Electrical Circuits II                | 4 | ElecEng 234, 301                                |
| ElecEng 310     | Signals & Systems                     | 3 | ElecEng 305(C)                                  |
| ElecEng 330     | Electronics I                         | 4 | ElecEng 305(C)                                  |
| ElecEng 335     | Electronics II                        | 4 | ElecEng 310(C), 330                             |
| ElecEng 354     | Digital Logic                         | 3 | CompSci 240 or 250                              |
| ElecEng 367     | Introduction to Microprocessors       | 4 | CompSci 240 or 250, ElecEng 354*                |
| ElecEng 457     | Digital Logic Laboratory              | 3 | Jr St, ElecEng 330, 354                         |

| ^^Mathematics (14 - 16 credits)                                   | (16 credits typical: Math 231,232,233, ElecEng 234)               |     |
|---|---|-----|
| One of the following <b>Calculus</b> sequences must be completed: |   |     |
| Math 231-232-233  | 12 Math placement score, or previous course with at least "C" gra | ide |
| Or Math 221-222 (Honors)  | 10  | l   |
| And ElecEng 234 Analytical Methods in Engineering                 | 4 Math 232*   |     |

| ^^Chemistry (5 - 10 credits) |
|------------------------------|
|------------------------------|

One of the following sequences must be completed:

Chem 105 (5 cr., Suggested) or Chem 102 - 104 (10 cr.)

Chem 105\* or Chem 100\* or Chemistry Placement; Math 105\* or 108\*

#### Physics (8 credits)

Physics 209 – 210 Physics 209: Math 232(C) Physics 210: Math 233(C)

#### **General Education Requirements**

Distribution Requirements (15 credits)

Art3Humanities3Social Science3Commun 105Business & Professional Communication3

English 310 Writing, Speaking & Technoscience in the 21st Century 3 English Competency

Cultural Diversity - One of the arts, humanities, or social science courses selected must also meet the UWM cultural diversity requirement.

Free Electives 0-1

Competency Requirements

#### ^^English Composition (0-6 credits)

The English Composition requirement is satisfied by:

- Earning a satisfactory score on the English placement test or
- 2. Earning a grade of C or higher in English 102 or
- 3. Transferring with a grade of C or better in a course (3 credits or more) equivalent to English 102 or higher level expository writing course

#### Foreign Language (0-8 credits) (for new freshman starting fall 1999)

The foreign language requirement can be completed with one of these options:

- 1. Two years of a single foreign language in high school
- 2. Two semesters of a single foreign language in college
- 3. Demonstrate ability by examination

#### (C) Concurrent Enrollment in Designated Course

#### ^Advancement to Major Requirements

1. Complete a minimum of 24 required credits (Excludes: general education, prerequisite and orientation courses). 2. Complete Math 232 (or 222) with a "C" or better grade. 3. Complete EAS 200 Professional Seminar. 4. Complete the English composition requirement. 5. Obtain a minimum cumulative grade point in all courses in item 1 of a 2.33. Pre-Engineering students may apply for major status with their academic advisor at any time they believe they meet the requirements. Advancement to major is a graduation requirement. Programs may impose major status as a prerequisite for courses numbered 300 or above.

^^Placement Examinations: Students without previous college level credits in Math, Chemistry or English may be required to take placement exams. The results of these tests determine the appropriate course in which to register. Background prerequisite courses may be required in addition to the courses listed above.

\*C or better in prerequisite

#### $Technical\ Electives-Computer\ Engineering\ Major$

The Compute Engineering program requires a total of 16 credits of technical electives, chosen as follows.

| Group A Technical Elective: Select 9 to 12 credits from the following list   |  |                       |  |
|--|--|-----------------------|--|
|  |  |                       |  |
|  | ineering and Computer Science courses numbered 300-699 that are not e<br>C Technical Electives | explicitly listed as  | Engineering Core, Computer Engineering Major, Group B Technical    |
| CompSci 315  | Intro to Comp Organization & Assembly Language Programming                                     | <u>Credits</u><br>3   | Prerequisites CompSci 250, Math 116 or 211                         |
| CompSci 417  | Introduction to the Theory of Computation  | 3                     | Jr St, CompSci 317*, Math 221 or 232                               |
| CompSci 422  | Introduction to Artificial Intelligence  | 3                     | Jr St, CompSci 317*, 351*  |
| CompSci 423  | Introduction to Natural Language Processing  | 3                     | Jr St, CompSci 351*  |
| CompSci 425  | Introduction to Data Mining  | 3                     | Jr St, CompSci 251, Math 221 or 232                                |
| CompSci 431<br>CompSci 438   | Programming Languages Concepts<br>Software Engineering Lab                                     | 3<br>1-3              | Jr St, CompSci 351*<br>Jr St, CompSci 251*                         |
| CompSci 444  | Intro to Text Retrieval & Its Applications in Biomedicine                                      | 3                     | Jr St, CompSci 351 or HCA 442                                      |
| CompSci 459  | Fundamentals of Computer Graphics  | 3                     | Jr St, CompSci 251, Math 232                                       |
| CompSci 469  | Introduction to Computer Security  | 3                     | Jr St, CompSci 251*, 317*  |
| CompSci 511  | Symbolic Logic   | 3 3                   | Jr St, Phil 212 or 6cr 300 math                                    |
| CompSci 530<br>CompSci 536   | Computer Networks Laboratory Software Engineering  | 3                     | Jr St, CompSci 520<br>Jr St, CompSci 251*                          |
| CompSci 552  | Advanced Object Oriented Programming   | 3                     | Jr St, CompSci 351*, 361*  |
| CompSci 557  | Introduction to Database Systems   | 3                     | Jr St, CompSci 251, 315  |
| CompSci 654  | Introduction to Compilers  | 4                     | Jr St, CompSci 431, 655(C)   |
| CompSci 655  | Compiler Implementation Laboratory   | 3<br>1-4              | Jr St, CompSci 431, 654(C) or 754(C)<br>Variable                   |
| CompSci 657<br>CompSci 699   | Topics in Computer Science<br>Independent Study  | 1-3                   | Variable   |
| ElecEng 361  | Electromagnetic Fields   | 3                     | ElecEng 234, Math 233*, Physics 210                                |
| ElecEng 362  | Electromechanical Energy Conversion  | 3                     | ElecEng 305, 361   |
| ElecEng 410  | Principles of Discrete Systems & Digital Signal Processing                                     | 3                     | Jr St, ElecEng 310   |
| ElecEng 420  | Random Signals & Systems   | 3                     | Jr St, ElecEng 310   |
| ElecEng 421<br>ElecEng 429   | Communication Systems Wireless Communication Systems   | 3 3                   | Jr St, ElecEng 335(C)<br>Jr St, ElecEng 234                        |
| ElecEng 436  | Introduction of Medical Instrumentation  | 3                     | Jr St, ElecEng 305   |
| ElecEng 437  | Introduction to Biomedical Imaging   | 3                     | Sr St, ElecEng 310   |
| ElecEng 438  | Bioanalytics & Biomedical Diagnostics  | 3                     | Sr St, ElecEng 310, 330  |
| ElecEng 451  | Introduction to VLSI Design  | 3 3                   | Jr St, ElecEng 330, 354  |
| ElecEng 461<br>ElecEng 462   | Microwave Engineering<br>Antenna Theory  | 3                     | Jr St, ElecEng 361<br>Jr St, ElecEng 361                           |
| ElecEng 464  | Fundamentals of Photonics  | 3                     | Jr St, ElecEng 361   |
| ElecEng 465  | Broadband Optical networks   | 3                     | Jr St, ElecEng 305, 361  |
| ElecEng 474  | Introduction to Control Systems  | 4                     | Jr St, Civ Eng 202, CompSci 240, ElecEng 310                       |
| ElecEng 482  | Introduction to Nanoelectronics  | 3<br>1-3              | Jr St, ElecEng 330(C), 361(C)                                      |
| ElecEng 490<br>ElecEng 537   | Topics in Electrical Engineering Fundamentals of Neuroimaging Technology                       | 3                     | Jr St<br>Sr St, ElecEng 437  |
| ElecEng 539  | Introduction to Magnetic Resonance Imaging   | 3                     | Jr St, ElecEng 310, 361  |
| ElecEng 541  | Integrated Circuits & Systems  | 3                     | Jr St, ElecEng 330   |
| ElecEng 561  | Microwave Solid State Circuit Design   | 3                     | Sr St, ElecEng 330   |
| ElecEng 562<br>ElecEng 563   | Telecommunication Circuits Compound Semiconductor Devices & Circuits                           | 3 3                   | Sr St, ElecEng 330<br>Sr St, ElecEng 335                           |
| ElecEng 565  | Optical Communication  | 3                     | Sr St, ElecEng 330, 361 or 465                                     |
| ElecEng 572  | Power Electronics  | 3                     | Sr St, ElecEng 335(C)  |
| ElecEng 574  | Intermediate Control Systems   | 3                     | Sr St, ElecEng 474 or MechEng 474                                  |
| ElecEng 575  | Analysis of Electric Machines & Motor Drives   | 3                     | Jr St, ElecEng 330, 362  |
| ElecEng 588<br>ElecEng 699   | Fundamentals of Nanotechnology<br>Independent Study  | 3<br>1-3              | Jr St, ElecEng 361<br>Variable                                     |
| Ind Eng 475  | Simulation Methodology   | 3                     | CompSci 201(C), Ind Eng 467  |
| Ind Eng 572  | Reliability Engineering  | 3                     | Jr St, Ind Eng 467   |
| Group B Technical Elective: Choose 4 credits from the following list   |  |                       |  |
| CompSci 595  | Capstone Design Project  | 4                     | Sr St, CompSci 361, 458, 535, 537                                  |
| ElecEng 595  | Capstone Design Project  | 4                     | Sr St, ElecEng 335, 367  |
| Group C Technical Electives: Select 0 to 3 credits from the following list   |  |                       |  |
| Bio Sci 150  | Foundations of Biology I   | 4                     | Chem 100 or 102  |
| Bio Sci 152  | Foundations of Biology II  | 4                     | C- or better in Bio Sci 150  |
| Bus Adm 292  | Intro to Entrepreneurship & Small Business Foundation  | 3 3                   | Soph St  |
| Bus Adm 447<br>CompSci 481   | Entrepreneurship<br>Server-Side Internet Programming   | 3                     | Jr St, Bus Adm 350<br>CompSci 113(C), InfoSt 240(C), or Art 324(C) |
| CompSci 482  | Rich Internet Applications   | 3                     | CompSci 361 or 481   |
| CompSci 581  | Web Languages & Standards  | 3                     | Jr St, CompSci 417, 431  |
| CompSci 658  | Topics in Applied Computing  | 3                     | Variable   |
| EAS 001 Engineer<br>EAS 497 Study At   | ring Cô-Op Work Period   | 3 <sup>1</sup><br>1-3 | Prior Cons Co-Op Dir<br>Acceptance to Study Abroad Program         |
| ElecEng 471  | Electrical Power Systems   | 1-3<br>3              | Jr St, ElecEng 362(C)  |
| ElecEng 472  | Intro to Wind Energy   | 3                     | Jr St  |
| English 206  | Technical Writing  | 3                     | GER English  |
| Ind Eng 360  | Engineering Economic Analysis  | 3                     | Jr St  |
| MatlEng 201<br>MatlEng 481   | Engineering Materials Electronic Materials   | 4 3                   | Chem 102 or 105<br>Jr St, MatlEng 201                              |
| MechEng 301  | Basic Engineering Thermodynamics   | 3                     | Math 233, Physics 209  |
| MechEng 321  | Basic Heat Transfer  | 4                     | Jr St, MechEng 301   |
| MechEng 542  | Introduction to Technology Entrepreneurship  | 3                     | Jr St, Admission to Major  |
| MechEng 543  | Introduction to Technology Management & Innovation   | 3                     | Jr St, Admission to Major  |
| <sup>1</sup> Students who earn <b>3 or more</b> credits of Co-Op may use 3 of those credits as approved technical electives. |  |                       |  |
| *C or bottor in prerequisite (C) Consument Enrollment in Designated Course   |  |                       |  |

(C) Concurrent Enrollment in Designated Course

\*C or better in prerequisite

# Pre-Authorization: Intent to Plan a Bachelor of Science in Environmental Engineering Degree

A. Name of proposed degree: Bachelor of Science in Environmental Engineering

Institutional setting: University of Wisconsin-Milwaukee, College of Engineering and Applied Science, Department of Civil and Environmental Engineering

Mode of delivery: In-person (on campus)

Institutional contact information: Dev Venugopalan, Associate Vice Chancellor for Academic Affairs

The Environmental Engineering program will seek accreditation by the Engineering Accreditation Commission of ABET and the Higher Learning Commission.

B. How the program fits with institutional mission, strategic plan, and existing program array

The program clearly matches the CEAS mission "to educate students to become creative problem solvers, conduct leading-edge research with global impacts, and act as a catalyst for improved economic development and quality of life in Wisconsin."

The program undoubtedly fits the CEAS Strategic Goals: "Create a dynamic environment and infrastructure to enhance innovative research", "Anticipate and respond to market demands in order to produce graduates who are prepared to address and adapt to the changing needs of the marketplace and society", and "Build partnerships with stakeholders and enhance awareness of CEAS strengths and accomplishments."

The 2014 CEAS Academic Program Planning Report summarized the existing program in Civil Engineering, with four areas of concentration: geotechnical, structural, transportation, and water resources and environmental engineering. That report briefly described Environmental Engineering as new program under consideration. This degree option fits well with our research focus, holds promise for helping us address our diversity goals, and provides another pathway for enhanced collaboration within UWM, especially with the School of Freshwater Sciences and the College of Letters and Sciences, as well as with other universities. According to ASEE, female enrollment in Environmental Engineering programs grew from 38.3% in 2005 to 47.4% in 2014, and is the engineering discipline with the highest female enrollment.

#### C. Program description

The Bachelor of Science in Environmental Engineering program will have a significantly different curriculum from the existing Bachelor of Science in Civil Engineering, with changes in the engineering core courses, environmental

engineering major courses, and technical electives. The core curriculum of the program will include courses in mathematics through differential equations, probability and statistics, calculus based physics, chemistry, earth science, biology and fluid mechanics. The curriculum will prepare graduates to formulate material and energy balances, analyze the fate and transport of substances in and between air, water and soil phases; conduct laboratory experiments, and analyze and interpret the resulting data in more than just one environmental engineering focus area, e.g., air, water land, environmental health; design environmental systems that include considerations of risk, uncertainty, sustainability, life-cycle principles, and environmental impacts; and apply advanced principles and practice relevant to the program objectives. The new program will use existing university resources and will require additional faculty members with adequate resources to be determined during the planning process. Preliminary analysis showed that the program will be revenue positive, justifying the need for additional resources.

The Bachelor of Science in Civil Engineering – Area of Water Resources and Environmental Engineering, will remain the same, i.e., students take 6 required credits in the area of concentration and 24 civil engineering elective credits, including 9 in the area of concentration.

#### D. Need for program

Occupational employment projections show a clear need for Environmental Engineers. The projection developed for Wisconsin by Labor Market Information (LMI) projected an 8.4% change in employment for Environmental Engineers from 2012 to 2022. The U.S Department of Labor Occupational Outlook Handbook projected a nationwide 12% (faster than average) percent change in employment for Environmental Engineers from 2014 to 2024.

The UW System offers programs in Environmental Engineering and Civil Engineering with option or emphasis in Environmental Engineering at UW-Madison and UW-Platteville. A program located in the UW System urban university that emphasizes topics relevant to southeastern Wisconsin and the Great Lakes watershed is clearly necessary.

UW-Madison offers an Environmental Engineering option within the Bachelor of Science in Civil Engineering program. Students who complete the Environmental Engineering option still receive an accredited BS degree in Civil Engineering and only the transcript will show that the student has complete the option. UW-Platteville is the only campus that offers an ABET accredited Bachelor of Science in Environmental Engineering in Wisconsin.

Marquette University offers curricula that lead to a Bachelor of Science degree in Civil Engineering or a Bachelor of Science degree in Construction Engineering. Students that pursue a Bachelor of Science degree in Civil Engineering may select from Civil Engineering or Environmental Engineering majors.

# UNIVERSITY OF WISCONSIN-MILWAUKEE COLLEGE OF ENGINEERING & APPLIED SCIENCE

#### **EXPECTATIONS OF CHAIRPERSIONS**

#### FOR EFFECTIVE LEADERSHIP OF DEPARTMENTS

The following supplements but does not replace the duties of the department chair as specified in section 4.07 of the Faculty Policies and Procedures (FP&P). Following the FD 2381, this document elaborates on FP&P 4.07 (9), which specifies that the Department Chair "acts as the executive of the department" and provides definition to the expectations for an "executive of the department". Further, the department chair is reminded to be aware of the responsibilities of the executive committee as defined in section 4.05 of the UWM FP&P.

A chairperson in the CEAS is expected to provide leadership for the department. These include the following over-arching leadership responsibilities:

- 1. Working with the faculty and staff to develop, implement, and achieve a vision that inspires and unites them to work together collegially to achieve the mission of the department, college and university.
- 2. Developing and executing a well-defined and articulated strategic plan that the faculty, staff, students, alumni and external advisory board supports. The plan must be in alignment with the initiatives and strategic plan of the college and the university.
- 3. Providing leadership to improve the level of excellence and prominence of the department.
- 4. Promoting a well-managed office and support staff that supports administratively the instruction and research mission of the department.
- 5. Fostering and ensuring a departmental climate that is supportive and collegial, including taking steps to ensure that no one in the department is subjected to bullying or harassment.
- 6. Developing and implementing an advancement model to enhance alumni relations and engage in philanthropic activities that will benefit the department, college, and university and that aligns with those of the college and the university.
- 7. Developing and implementing for all faculty, staff and students a safety plan for instructional and research activities that includes periodic training as well as annual safety inspections of laboratories.

The specific duties of the chair may differ from department to department based on personal style and departmental policy. In general, however, leadership encompasses the key responsibilities and accountabilities outlined below. Although the chair is responsible for ensuring that these expectations are met, many but not all of these activities can be delegated within the department. This "expectations" document should be used as a guideline by a chairperson and the departmental executive committees in establishing the delegation of duties and administrative structure of a department.

#### I. THE CHAIR IS EXPECTED TO BE THE CHAMPION OF FACULTY CAUSES

Example activities include, but not limited to:

a. Assuming the primary responsibilities for recruiting faculty and retaining an excellent and diverse faculty:

- b. Ensuring appropriate mentoring and professional development programs exist for faculty, including assisting faculty to develop effective teaching, research and service efforts:
- c. Providing systems for continuous development and implementation of the strategic plan;
- d. Providing faculty with meaningful feedback on their performance annually, which could include explaining to faculty the basis for annual salary raises and promotions;
- e. Maintaining equity in faculty workloads, including teaching assignments;
- f. Establishing an active program for nominating faculty for awards both internally and externally;
- g. Bringing faculty concerns to the attention of the Dean and the APC.

#### II. THE CHAIR IS EXPECTED TO BE THE CHAMPION OF STUDENT INTERESTS

Example activities include, but not limited to:

- a. Striving for continuous improvement in the quality of instruction;
- b. Soliciting student feedback regarding teaching performance, course offerings and program quality;
- c. Responding to student concerns regarding department courses and program;
- d. Encouraging and supporting student participation in student organizations, national competitions, and leadership development opportunities;
- e. Ensuring effective student advising within the department;
- f. Nominating students for internal and external awards;
- g. Recruiting and retaining a diverse student population.

#### III. THE CHAIR IS EXPECTED TO BE CHAMPION OF ADMINISTRATIVE STAFF

Example activities include, but not limited to:

- a. Organizing and maintaining effective staff support within the department:
- b. Providing opportunities for training and professional development for staff that will benefit them, the department, and the college;
- c. Providing, on an annual basis, direction and feedback regarding performance.

## IV. THE CHAIR IS EXPECTED TO BE STEWARD OF DEPARTMENTAL RESOURCES

Example activities include, but not limited to:

- Managing department financial resources in a manner that provides opportunity while remaining within budget;
- b. Using UWM Foundation funds to benefit the department, and stewarding the donors who provided the funds;
- c. Striving for continuous improvement in quality in all departmental operations in a manner consistent with available resources;
- d. Providing oversight of faculty research expenditures;
- e. Managing facilities including assignment of space allocated to the department by the College as well as the periodic review and assessment of space utilization.

#### V. ACCOUNTABILITY AND PERFORMANCE

The department chair will provide a concise annual report to the Dean of the College that includes:

- a. The state of the department, including an assessment of the performance of the department in achieving its goals and deliverables as articulated in the department's strategic plan;
- b. A concise statement of the department's goal and deliverables to be achieved in the next academic year. This should include such items as a hiring plan for faculty, lecturers, and staff; instruction and research infrastructure needs, financial resources needed, etc.;
- c. Progress on and changes to the departmental strategic plan, and initiatives of the department, and how they align with the initiatives and strategic plan of the college and university;
- d. A self-assessment of the activities of the department chair during the current academic year and a concise statement of goals for the coming academic year.

The annual report must be received in the College no later than the last Monday in May of each year.

This document may be revised on an annual basis at the discretion of the APC or the Dean of the CEAS.